

Minutes of the Policy and Resources Committee
1st December 2025 7:30pm at The Guildhall

Cllr Eyre	Apology	Cllr Gibson	Apology
Cllr T Martin	Present	Cllr Rowlands (Chair)	Present
Cllr C Martin	Present	Cllr Saunders	Present
Cllr Crayford	Apology		

282 Apologies for Absence

Apologies for absence were received from Cllr Crayford, Cllr Eyre, and Cllr Gibson.

283 Declarations of Interest

None.

284 Minutes of the Previous Meeting and Matters Arising

The minutes of the previous Policy and Resources Committee meeting dated 3rd November were reviewed. Cllr T Martin proposed, seconded by Cllr C Martin and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Meeting dated 3rd November 2025.**

Decision: The minutes of the previous meeting dated 3rd November 2025 were approved without objections.

285 Monthly Reports

The Committee discussed the monthly reports submitted.

Decision: The reports were noted.

286 Policy Review

Following a discussion, it was agreed to defer the Social Media and Electronic Communication Policy and the Website Accessibility Statement.

It was proposed by Cllr Rowlands, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to accept the following Policies:**

- **Employee Privacy Notice**
- **Armed Forces and Reservist Employment Policy**
- **Breach Notification Policy**
- **Equality, Diversity and Inclusion Policy**
- **Document Retention Policy**
- **Publication Scheme (subject to minor amendment)**
- **Subject Access Request**
- **Revised IT Policy (subject to minor amendment)**

Decision: The **Social Media and Electronic Communication Policy** and the **Website Accessibility Statement** were deferred.

Decision: The following policies were adopted:

- ***Employee Privacy Notice***
- ***Armed Forces and Reservist Employment Policy***
- ***Breach Notification Policy***
- ***Equality, Diversity and Inclusion Policy***
- ***Document Retention Policy***
- ***Publication Scheme (subject to minor amendment)***
- ***Subject Access Request***
- ***Revised IT Policy (subject to minor amendment)***

287 Budget Discussion

The draft budget for 2026-2027 was discussed, with recommendations to hold a budget workshop. Councillor Crayford's email was referenced, suggesting the need for an early discussion. Cllr Rowlands proposed scheduling the workshop on the 10th or 17th of January, emphasising the importance of having a detailed discussion on budget allocations. Cllr Saunders mentioned the need for modelling implications of different council tax rates, highlighting the impact on residents.

Decision: It was decided to hold a budget workshop on the 10th or 17th of January to discuss budget allocations in detail.

Task: Schedule the budget workshop on the 10th or 17th of January.

Task: Model the implications of different council tax rates.

288 Matters for Report

Cllr Rowlands invited items for the next agenda. It was suggested that the policy reviews discussed earlier be brought back for further updates.

The meeting closed at 8:35pm